

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, AUGUST 31, 2000
8:15 A.M.**

Commissioners Present: Kathy Campbell, Chair
Larry Hudkins, Vice Chair
Linda Steinman
Bernie Heier
Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, AUGUST 24, 2000

MOTION: Steinman moved and Workman seconded approval of the Staff Meeting minutes dated August 24, 2000. Steinman, Workman, Heier and Campbell voted aye. Hudkins was absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Letter to County Attorney Regarding the Lancaster County Agricultural Society
- B. Crisis Center
- C. Retirement Committee Meeting
- D. Quit Claim Deed

MOTION: Workman moved and Steinman seconded approval of the additions to the agenda. Workman, Steinman, Heier and Campbell voted aye. Hudkins was absent from voting. Motion carried.

ADDITIONS TO THE AGENDA

D. Quit Claim Deed

Larry Worrell, County Surveyor, appeared and said the City has requested a quit claim deed for a 25' wide strip of land, one half mile in length, at 1st and Superior Street (Exhibit A). He said this land provides ingress/egress to the campground.

Hudkins arrived at the meeting.

Eagan asked whether property has value and said a more accurate legal description is needed.

MOTION: Hudkins moved and Workman seconded to direct Kerry Eagan, Chief Administrative Officer, and Larry Worrell, County Surveyor, to seek clarification on the reason for the request; to obtain an accurate legal description; to verify County ownership of the property in question and to establish the value of the property with the assistance of Don Killeen, County Property Manager. Hudkins, Heier, Workman, Steinman and Campbell voted aye. Motion carried.

3 **JOINT CITY-COUNTY WELLNESS PROGRAM** - Bill Kostner, City Risk Manager; Pam Hoffman, Risk Management; John Reid, City Safety & Training Coordinator; Sue Eckley, Workers' Compensation & Risk Management Manager

Bill Kostner, City Risk Manager, reviewed *Wellness and Safety Services Proposal for Lancaster County* (Exhibit B). He said funding in the amount of \$1,716.66 would be required for wellness services and the actual cost of training, printing, material costs and staff time related to safety services would be billed on a monthly basis.

Sue Eckley, Workers' Compensation & Risk Management Manager, presented a packet of materials related to wellness and safety programs and the results of the *Lancaster County Wellness Survey Report* (Exhibit C). She said the County has a Safety Committee in place but it has been lax in meeting and attendance. Eckley added that comprehensive health screening, which was a popular program, is no longer available through the Lincoln/Lancaster County Health Department.

Hudkins said he believes the Board of Health would be willing to continue the comprehensive health screening, although it would no longer be on a free basis.

Campbell said the County Board reduced the Wellness budget to reflect actual costs.

The Board requested Eckley to review the proposal and make a recommendation, with budget, to the Board at the September 14th Staff Meeting.

ADDITIONS TO THE AGENDA

MOTION: Steinman moved and Hudkins seconded to add discussion of the Homestead Trail to the agenda. Steinman, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

ADDITIONS TO THE AGENDA

E. Homestead Trail

Mike Brienzo, Planning Department, appeared and said the City of Beatrice is submitting an application to the Nebraska Environmental Trust for funding of a conservation corridor that will be known as the Homestead Trail (58 miles of abandoned Union Pacific Railroad line, extending one half mile south of Saltillo Road in Lancaster County to an area north of Marietta, Kansas). He said the County has been asked to provide a letter of support that indicates a commitment of staff time and planning resources to the effort.

MOTION: Workman moved and Steinman seconded to approve a letter of support for the purchase of the corridor, including a statement that the County Board is committed to providing adequate crossings that accommodate modern farm machinery. Heier, Steinman, Workman, Hudkins and Campbell voted aye. Motion carried.

A. Letter to County Attorney Regarding the Lancaster County Agricultural Society

Campbell said she referred a copy of the materials on the Lancaster County Agricultural Society that were received by Commissioner Steinman to the County Attorney (Exhibit D). She said she indicated in her cover letter to the County Attorney that she had received a phone call from the wife of an Ag Society member that referenced these materials. Copies were also sent to Charles Willnerd, Lancaster County Agricultural Society Building Committee Chair, and Alan Wood, attorney for the Lancaster County Agricultural Society.

- 4 **HAWK'S POINTE, SPECIAL PERMIT NO. 182 & PRELIMINARY PLAT NO. 00015 & CONSERVATION EASEMENT, NORTH 1ST & WEST RAYMOND ROAD; COUNTRYSIDE ESTATES, SOUTHWEST 70TH & DENTON ROAD** - Kathleen Sellman, Planning Director; Mike DeKalb and Nicole Fleck-Tooze, Planning Department

Hawk's Pointe

Mike DeKalb, Planning, reviewed County Special Permit 182, a request for a Community Unit Plan (CUP) and preliminary plat to create 6 lots on property at North 1st and West Raymond Road (Exhibit E). He said the site is located in highly sensitive saline wetlands and conservation easements would be appropriate but two of the owners oppose such a measure. The conditions that would apply to conservation easements have been included in the special permit conditions. DeKalb noted that the owners have agreed to include conservation easements if the outlot is sold.

Nicole Fleck-Tooze, Planning, explained that Comprehensive Plan conformity, which is necessary for conservation easements, will also be scheduled for public hearing in case the Board decides to make conservation easements a requirement or the applicant elects to include conservation easements on a portion of the property. She said this item will be scheduled after the public hearings on the special permit and preliminary plat and will be withdrawn, if deemed unnecessary.

DeKalb also reported that water quality is poor, but buyers will be apprised of this fact and possible remedies.

Hudkins asked that the Planning Department coordinate with County Engineering to ensure that sufficient right-of-way is maintained on Raymond Road.

Countryside Estates

DeKalb said this item is scheduled for public hearing on the September 19th County Board of Commissioners meeting agenda.

5 JUNK CAR ORDINANCE - Rick Peo, Chief Assistant City Attorney;
Kathleen Sellman, Planning Director; John Bradley, Planning Department

Rick Peo, Chief Assistant City Attorney, said he refined the proposed junk car ordinance in response to concerns expressed by the Board and the Lincoln Police Department:

- Addition of the Agriculture (AG) District
- Provided an exemption for vehicles stored on a farmstead that are necessary for that farmstead's operation
- Limited renewals of Hobbyist Permits
- Added definitions for motor vehicles

Peo said a number of complaints regarding the proposed ordinance have been received.

Campbell said education of what is allowable is needed.

In response to a question from Steinman, Peo said the issue of enforcement has not been decided.

The Board asked that discussion of enforcement with Terry Wagner, Lancaster County Sheriff, and Mike Merwick, Building & Safety Director, be scheduled on a future Staff Meeting agenda.

6 FISCAL YEAR 2000-01 MICROCOMPUTER BUDGET - Dave Kroeker,
Budget & Fiscal Officer

County Assessor

Robin Hendricksen, Chief Administrative Deputy Assessor, appeared and requested replacement of three (3) outdated P.C.'s, as part of the replacement schedule, and a computer for a new staff member.

MOTION: Hudkins moved and Steinman seconded approval of the County Assessor's microcomputer request. Steinman, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

Jury Commissioner

Dave Kroeker, Budget & Fiscal Officer, this request has been reduced to \$400, and only involves a new printer.

MOTION: Hudkins moved and Steinman seconded approval. Hudkins, Steinman, Workman, Heier and Campbell voted aye. Motion carried.

County Attorney

Kroeker presented a request for two (2) Palm Pilots VII's from the County Attorney (Exhibit F).

Board consensus to hold this request and indicate to the County Attorney that the Board will develop a policy on Palm Pilots at midyear, with the assistance of Terry Lowe, Information Services Project Manager.

Kroeker indicated that the microcomputer requests for the Register of Deeds and District Court will be held.

7 DIRECTORS SALARIES - Georgia Glass, Personnel Director; John Cripe, Classification and Pay Manager

The Board set the following salaries, retroactive to August 24, 2000:

Kit Boesch Human Services Administrator	\$58,000
Kerry Eagan Chief Administrative Officer	\$85,000
Doug Ahlberg Emergency Management Director	\$58,000
Dennis Banks Lancaster County Juvenile Detention Center Director	\$65,000
Dave Kroeker Budget & Fiscal Officer	\$76,000
Russ Shultz Noxious Weed Control Authority Superintendent	\$46,000
Mike Thurber Corrections Director	\$75,000
Larry Van Hunnik Lancaster Manor Administrator	\$92,000
Gary Chalupa County Veterans Services Officer	\$44,000

Don Killeen County Property Manager	\$80,000
Michelle Schindler Lancaster County Juvenile Detention Center Deputy Director	\$53,000
Rick Ringlein Assistant County Veterans Service Officer	\$33,000
Dean Settle Community Mental Health Center Director	\$78,000

Board consensus to schedule director evaluations. The Board asked the Personnel Department to provide evaluation instruments.

8 WORKFORCE DEVELOPMENT CONFERENCE - Judy Adams, Lincoln Action Program Rural Coordinator

Judy Adams, Lincoln Action Program Rural Coordinator, said she has been attending meetings of the Greater Lincoln Workforce Investment Board on behalf of Commissioner Heier. She said she also attended the Governor’s Summit on Workforce Development and presented related materials (on file in the County Commissioners’ office).

Adams reported on development of the “one stop shop” system of core employment-related services in Gold’s Galleria, which will be known as the One Stop Employment Solutions for Lancaster and Saunders County. She said 19 partners are required but there are only 4 commitments, to date.

Heier said rural areas have difficulty retaining workers and suggested that greater representation is needed from these areas.

The Board asked that Marc Wullschleger, Urban Development Director, be asked to give a briefing at a future Staff Meeting. Adams was invited to attend that discussion.

Adams also distributed copies of *Workforce Investment Act: Nebraska Update* and *Creating Your Preferred Workforce* (Exhibits G & H).

9 PENDING LITIGATION - Diane Staab and Dave Johnson, Deputy County Attorneys

MOTION: Steinman moved and Hudkins seconded to enter Executive Session at 10:47 a.m. for pending litigation. Steinman, Hudkins, Workman, Heier and Campbell voted aye. Motion carried.

MOTION: Steinman moved and Heier seconded to exit Executive Session at 12:10 p.m. Steinman, Heier, Workman, Hudkins and Campbell voted aye. Motion carried.

ADDITIONS TO THE AGENDA

B. Crisis Center

Steinman reported that she had received a letter from Hank Walters, Mental Health Commitment Board, regarding the lack of available placements for Emergency Protective Custody (EPC) clients.

Board consensus to refer the letter to Dean Settle, Community Mental Health Center Director, for response.

C. Retirement Committee Meeting

Eagan said the Retirement Committee met and discussed the following:

- Problems with the Nationwide Retirement Solutions website
- Transfer of 20 percent aggregate from the fixed account
- Ability to transfer funds in and out of new fixed account
- Distinguishing between old and new deferred compensation funds

Eagan said the committee also plans to look at a more detailed fund analysis, expense fee structure and whether to recommend proceeding with a Request for Proposals (RFP).

10 ACTION ITEMS

A. Ratification of Cremation Agreement with Roper & Sons Funeral Service

MOTION: Steinman moved and Workman seconded to ratify the agreement. Steinman, Workman, Hudkins, Heier and Campbell voted aye. Motion carried.

Board consensus to proceed with development of a resolution on general assistance, with the assistance of the General Assistance Committee.

- B. Resolution Placing Issue of Consolidation of Register of Deeds and County Assessor on Ballot for Fall, 2000 Election

Johnson said proof of publication of the public hearing on the matter and a record of the vote have been attached as exhibits.

MOTION: Steinman moved and Heier seconded approval. Steinman, Heier, Hudkins, Workman and Campbell voted aye. Motion carried.

11 CONSENT ITEM

- A. Microcomputer Request C#200-277 for \$1,670.18 from the County Attorney's Budget for Pentium III, Monitor, etc.

MOTION: Steinman moved and Workman seconded approval. Steinman, Workman Hudkins, Heier and Campbell voted aye. Motion carried.

12 ADMINISTRATIVE OFFICER REPORT

- A. Nebraska Association of County Employees (NACO) County Zoning Seminar, October 19-20, 2000 in Kearney, Nebraska

The Board will not attend, due to a scheduling conflict.

- B. Staff Meeting on Tuesday, September 5, 2000 from 10 a.m. to 12 p.m.

The Board scheduled discussion of road improvements for Kawasaki, Families First & Foremost (F³) Grant Program staffing and the Lancaster County Agricultural Society.

- C. City's Wilderness Park Advisory Opinion

The Board directed Eagan to send a letter to Terry Genrich, Parks & Recreation Natural Resources Manager, with copies to Mayor Wesely and Lynn Johnson, Parks & Recreation Director, indicating that the Ecological Advisory Committee serves as the advisory committee for Wilderness Park.

- D. County Board Legal Opinion Policy

Campbell said the issue of whether individual members of the Board can request a County Attorney's opinion is not clearly defined in the County Board Policy.

Board consensus to state in future requests whether an individual commissioner or the County Board is making the request and to copy all members of the Board.

13 DISCUSSION OF BOARD MEMBER MEETINGS

A. District Energy Corporation - Heier, Hudkins

Heier said an additional contribution from the County for natural gas is needed.

Hudkins reported that agreement was reached with Wells Fargo for up to \$175,000. He said the new Juvenile Detention Center will be eligible for the well field at 5.5 percent interest.

14 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk